



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
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YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

December 17, 2007

To: Supervisor Yvonne B. Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to read "W. T. Fujioka", is written over the printed name and title.

EXECUTIVE SECURITY PROTECTION PROGRAM STUDY

The Executive Security Protection Program (Program), applicable to elected officials and certain department heads, was adopted by your Board in 1986. In 1987, the Transportation Allowance Program was approved by your Board, entitling department heads to elect to receive a monthly allowance in lieu of an assigned vehicle. Since that time, the overall programs have not been updated or reviewed for consistency with existing County codes, the original intent of the programs or applicable Internal Revenue Service (IRS) regulations.

In order to review and update the Program, this Office released a Request For Statement of Qualifications (RFSQ) in February 2007, to identify security firms capable of providing the County with a detailed analysis of its current security program, including recommendations to improve and/or modify the program, consistent with the requirements of an independent security study meeting requirements of IRS regulation 1.135-5(m)(2)(v) for a government employee. An overall assessment of the categorization of these individuals based upon inherent risk factors is to be undertaken as part of this study.

We received seven proposals in April 2007 in response to our RFSQ and, based upon the cost, three proposals were eliminated from consideration. The remaining four proposals were evaluated, and we conducted oral interviews with each of these firms in July 2007. Based upon our evaluation and oral interview results, we have identified the Talon Companies as the preferred vendor for this engagement.

Each Supervisor
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As part of this engagement, all participants in the Executive Security Program and the County Transportation Program will need to take part in security assessments conducted by the consultant. The consultant will contact the participants directly to schedule their assessments. The security firm will need limited access to the participants to conduct the assessments. Please note the contact for the Talon Companies for this engagement is:

**Gus Drulias, Chief Operating Officer
The Talon Companies
17195 Newhope Street, Suite 207
Fountain Valley, CA 92708
Telephone Number: (714) 434-7476
E-mail Address: gdrulias@talonexec.com**

The consultant will also provide the County a final report containing specific findings, written procedures, recommendations, and mitigation strategies compliant with all requirements of applicable IRS regulations.

Should you have any questions, please let me know or your staff may contact Vincent Amerson at (213) 974-1168 or vamerson@ceo.lacounty.gov.

WTF:LS:MKZ
MLM:VLA:pg

c: Deputy Chief Executive Officers
All Department Heads
The Talon Companies